

Personnel Procurement

**Appointment of
Commissioned
and Warrant
Officers in the
Regular Army**

Headquarters
Department of the Army
Washington, DC
7 June 2002

UNCLASSIFIED

SUMMARY of CHANGE

AR 601-100

Appointment of Commissioned and Warrant Officers in the Regular Army

This regulation has been completely revised and changes the application-driven process for basic branch personnel and warrant officers to automatic consideration for Regular Army integration at the grade of major and CW3.

- o This revision--

- Revises policy on age requirements.

- Revises policy on medical and physical fitness requirements (para 1-5b).

- Revises policy on educational requirements for RA integration (para 1-5g).

- Revises policy regarding selection and procedures for appointment of chaplains, and appointment of commissioned officers in the Judge Advocate General Corps and the Corps of the Army Medical Department (paras 2-9, 2-10 and 2-11).

- Revises policy regarding confirmation of individuals selected for RA integration (para 2-14).

- Revises policy regarding consummation of appointment (para 2-15).

- Adds Appendix B, Army Management Control Process.

- o This revision eliminates--

- Policy on service obligation requirement for RA integration.

- Policy regarding probationary period.

- Policy regarding submission of application for RA integration for basic branch personnel and warrant officers.

- Policy authorizing commanders the option to recommend enlisted and warrant officers for direct appointment.

- Policy regarding RA boards for basic branch-commissioned and warrant officers and defines the automatic integration point.

- Policy allowing distinguished graduates of the Army Officer Candidate Course to apply for RA integration.

- Policy allowing distinguished graduates of Senior Reserve Officers' Training Corps to apply for RA integration.

- Policy allowing technical specialists to apply for RA integration.

--Policy allowing automatic consideration for officers selected for temporary promotion from secondary zones.

--Policy allowing former officers and nonobligated officers to apply for RA integration.

--Policy regarding responsibilities related to professors of military science.

Effective 8 July 2002

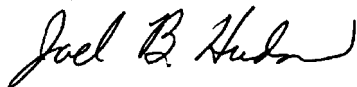
Personnel Procurement

Appointment of Commissioned and Warrant Officers in the Regular Army

By Order of the Secretary of the Army:

ERIC K. SHINSEKI
General, United States Army
Chief of Staff

Official:



JOEL B. HUDSON
Administrative Assistant to the
Secretary of the Army

History. This printing publishes a revision of this publication.

Summary. This revised regulation prescribes the policy and procedures for Regular Army integration.

Applicability. This regulation applies to the Active Army, the Army National Guard of the United States (ARNGUS),

and the U.S. Army Reserve. This regulation is applicable during mobilization.

Proponent and exception authority.

The proponent of this regulation is the Deputy Chief of Staff for Personnel (DCS, G–1). The DCS, G–1 has the authority to approve exceptions to this publication that are consistent with controlling law and regulation. The DCS, G–1 may delegate this approval authority, in writing, to a division chief within the proponent agency in the grade of colonel or the civilian equivalent.

Army management control process.

This regulation contains management control provisions in accordance with AR 11–2 and identifies key management controls that must be evaluated. A copy of DA Form 11–2 is available on the Army Electronic Library CD ROM and on the USAPA Web site (www.usapa.army.mil).

Supplementation. Supplementation of this regulation and establishment of command or local forms are prohibited without prior approval from Headquarters,

Department of the Army (ODCS, G–1), 300 Army Pentagon, Washington, DC 20310–0300.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander, PERSCOM (TAPC–OPD–C), 200 Stovall St., Alexandria, Virginia 22332–0413.

Distribution. This publication is available in electronic media only and is intended for command levels A, B, C, D, and E, for Active Army, Army National Guard of the United States, and U.S. Army Reserve.

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Glossary

Chapter 1

Introduction

Section I

General Provisions

1-1. Purpose

This regulation prescribes policy, eligibility requirements and administrative procedures for the appointment of commissioned and warrant officers in the Regular Army (RA).

1-2. References

Required and related publications and referenced forms are listed in appendix A.

1-3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

1-4. Responsibilities

- a.* The Deputy Chief of Staff for Personnel (DCS, G-1) will establish personnel policies relating to each procurement program.
- b.* The Judge Advocate General (TJAG), upon request, will review Department of the Army (DA) administrative changes to verify the legality of prescribed policies and changes.
- c.* Commanding General, U.S. Total Army Personnel Command (CG, PERSCOM) will conduct and supervise all officer personnel functions prescribed in this regulation.
- d.* The Chief of Chaplains (CCH), TJAG, and The Surgeon General (TSG) will administer the RA Appointment Program for their respective branches.
- e.* MACOM commanders will process RA appointments in accordance with provisions of this regulation.

Section II

Eligibility

1-5. Eligibility requirements

- a.* Applicants must be citizens of the United States per Section 532(a)(1), Title 10, United States Code (10 USC 532(a)(1)).
- b.* Applicants must meet the medical fitness standards in AR 40-501 and the height and weight standards in AR 600-9. An applicant is medically qualified if there are no physical profile serials in accordance with AR 40-501 greater than "3." If a profile serial of "4" exists, the applicant is disqualified, unless one of the following conditions exists:
 - (1) A physical evaluation board determines that a soldier is "fit for duty."
 - (2) A waiver has been granted under AR 635-40.
- c.* Applicants must not be conscientious objectors. Applicants who wish to have their status as conscientious objectors removed must do so in accordance with the procedures in AR 600-43.
- d.* Applicants must have a SECRET security clearance. This requirement cannot be waived. Applicants must have a statement by the local security manager that a secret security clearance has been granted per AR 604-10. (Mechanically reproduced copies of DA Form 873 (Certificate of Clearance and/or Security Determination) are not acceptable).
- e.* Commissioned Officers must be able to complete 20 years of active commissioned service (ACS) prior to their 55th birthday (except chaplains and members of the Medical Corps (MC), Dental Corps (DC), Army Nurse Corps (AN), Army Medical Specialist Corps (SP), Veterinary Corps (VC), and Allied Science Officers of the Medical Service Corps (MS)).
- f.* Warrant officers must be able to complete 20 years of active service by age 62.
- g.* Educational requirements.
 - (1) Applicants (other than warrant officers) must possess a baccalaureate degree.
 - (2) Chaplain applicants must meet the educational requirement specified in AR 165-1 and DA Pamphlet 165-17. Determination of acceptability will be made by the CCH.
 - (3) The JAGC applicants must meet the educational requirements specified in AR 27-1, Chapter 13. TJAG will determine acceptability of credentials.
 - (4) Army Medical Department (AMEDD) applicants must meet the educational requirements specified in AR 135-101. TSG will determine acceptability of credentials.
- h.* Applicants must be proficient in the English language.

i. Applicants must neither be nor have been members of any foreign or domestic organization, association, movement, group, or any other combination of persons who—

(1) Advocate subversive policy.

(2) Seek to alter the form of the U.S. Government by unconstitutional means.

j. Applicants must be of good moral character. (See 10 USC 523.) It cannot be concluded that a person is of good moral character while a suspension of favorable personnel actions is pending under AR 600–8–2.

1–6. Ineligibility

Individuals are ineligible to apply for appointment or to be appointed in the RA if—

a. They have been separated from any of the armed forces involuntarily, have resigned, or have been separated in lieu of elimination or for the good of the service in accordance with AR 600–8–24.

b. They have been dropped from the rolls of any of the armed forces in accordance with AR 600–8–24.

c. They have been removed from office under the criminal laws of the United States.

d. They are presently in a promotion nonselect status (failed to be selected for promotion).

e. They have been eliminated or released from active duty (REFRAD) or because of having been twice nonselected for promotion, they have been selectively continued on active duty or are pending elimination or REFRAD.

f. They have been separated from any of the armed forces after being notified of their second nonselection for temporary or permanent promotion. Exceptions are former commissioned officers on active duty as warrant officers who are eligible for appointment as RA warrant officers.

g. They have been separated from any of the armed forces with anything but an honorable characterization of service.

h. They have retired from any of the armed forces.

i. They cannot complete 10 years of ACS by the date they have completed 20 years of active Federal service.

j. They cannot complete 20 years of ACS before their 55th birthday. (See 10 USC 532(a)(2).) This applies to commissioned officers only. It does not apply to individuals receiving an original appointment in the MC, DC, AN, SP, MS (only allied science officers), VC, or as a CH.

k. They are not included on the active duty list (ADL).

l. They are currently under suspension of favorable personnel actions under AR 600–8–2.

Chapter 2

Appointment of Commissioned and Warrant Officers in the Regular Army

Section I

General

2–1. The Regular Army Integration Program

This chapter provides policy and procedures for conducting a program of automatic consideration in the RA for Reserve commissioned officers and warrant officers on the ADL who are applying for appointment in the RA as commissioned officers; it also provides policy and procedures for applying for appointment in the RA as a CH and appointment in the Judge Advocate General's Corps (JAGC) and the AMEDD.

2–2. Source of personnel

a. Commissioned officers will be procured from—

(1) Reserve component officers of the Chaplains Corps, the JAGC, and the AMEDD on the ADL applying for appointment.

(2) Reserve component officers on the ADL who are eligible for automatic consideration as a result of selection for promotion to major or above, as appropriate.

(3) Regular component officers in another uniformed service who receive an interservice transfer to the Army.

(4) Graduates of the Uniformed Services University of the Health Sciences (USUHS).

b. Warrant officers will be procured from Reserve component warrant officers on the ADL who are eligible for automatic consideration as a result of selection for promotion to chief warrant officer three (CW3).

2–3. Commissioned officer confirmation date

a. The confirmation date is the date the United States Senate confirms the President's nomination of the applicants for appointment as commissioned officers in the Regular Army.

b. The confirmation date for commissioned warrant officers is the date the Secretary of Army approves the selection list for promotion to CW3.

c. The appointment date is the day the oath of office is administered, and the appointee signs the DA Form 71 (Oath of Office-Military Personnel).

2-4. Service obligations

Individuals who accept RA appointment do not incur additional active duty service obligation (ADSO) as a result of accepting RA appointment.

2-5. Determination of appointment grade

a. Commissioned officers and warrant officers will be appointed in the RA in the same grade they held on the ADL immediately before appointment.

b. Officers appointed in the RA as a result of graduation from the USUHS will have their grades and dates of rank determined using AR 135-101.

2-6. Automatic consideration

a. Commissioned officers of the Reserve components on the ADL who are selected for promotion to the grade of major (except as stated in para 2-6b) may be offered integration into the RA by Headquarters, Department of the Army (HQDA), if they meet—

(1) The basic qualifications for RA appointment prescribed by 10 USC 532, and the eligibility requirements of chapter 1.

(2) The special eligibility requirements for Chaplains, the JAGC, or the AMEDD, if applicable.

b. Officers who enter their current tours of active duty in the grade of captain or higher in one of the branches of the AMEDD may be offered RA appointment on their second active-duty promotion (for example, for an officer entered active duty as a captain, the second active-duty promotion is to lieutenant colonel). This provision does not apply to the JAGC or the CH.

c. Consideration for RA integration under this section is an automatic action to the extent that no application is required, and there is no separate selection. Officers must accept or decline the offer of a PERSCOM-tendered RA appointment within 30 days of the effective date of promotion. Military Personnel Division/Personnel Service Battalion(MPD/PSB) will carefully monitor the status of all affected officers to ensure compliance with this time constraint.

d. AMEDD, CH, or JAGC commissioned officers who accept integration under this section will not be appointed in the RA before the date of promotion. No service obligation will be incurred as a result of accepting the RA appointment.

e. Reserve warrant officers on the active duty list in the grade of CW2 selected for promotion to CW3 will be offered integration into the RA by PERSCOM if they meet the basic qualifications for RA appointment. Warrant officers must accept or decline the offer of a PERSCOM-tendered RA appointment prior to promotion to CW3. A DA Form 71 must be executed prior to the effective date of promotion to CW3 and the original mailed to Commander, PERSCOM, Attn: TAPC-OPD-C, Alexandria, VA 22332-0413.

2-7. Declination of Regular Army appointment

a. Commissioned officers who decline RA appointment upon selection for promotion to major (or to the grade specified in para 2-6b) will be released from active duty not later than 90 days from the date of declination or upon completion of any ADSO, whichever is later. Warrant officers may request earlier separation, if eligible, under applicable separation regulations.

b. Those warrant officers who have completed 20 years or more of active service, have fulfilled all active duty service obligations, and who decline RA integration at promotion to CW3, will not be promoted and will be released from active duty not later than 90 days from the date of declination, or retire, if eligible.

c. Once RA integration has been declined, it will not be offered again, and a declination cannot be withdrawn.

2-8. Interservice transfer

a. Regular component commissioned officers in another uniformed service who are approved for an interservice transfer to the Army will be appointed in the RA.

b. These officers will be appointed in the RA without being considered by a Regular Army Selection Board (RASB). Their potential for RA appointment will be considered when the application for interservice transfer is reviewed.

c. Appointment grade and date of rank will be determined in accordance with AR 600-8-29.

Section II

Appointment in Special Branches

2-9. Appointment in the Chaplains Corps

a. Selecting and appointing chaplains. This section prescribes the special eligibility requirements and procedures for selecting and appointing chaplains in the RA. In addition to the eligibility requirements stated in chapter 1, applicants must also meet the special eligibility requirements of this section. The requirement for applicants to be able to complete 20 years of ACS before their 55th birthday does not apply.

b. Active duty. An applicant must have completed five years of continuous ACS as a chaplain from the time of last entry on active duty in the Army.

c. Education. Applicants must have completed the educational requirements for appointment of chaplains as outlined in AR 135-100, para 3-6a(1), AR 165-1 and DA PAM 165-17.

d. Endorsement. An applicant, including one who is offered RA appointment upon selection for promotion to major, must present DD Form 2088 (Certificate of Ecclesiastical Endorsement) from his or her authorized ecclesiastical endorsing agency stating that he or she is—

(1) A fully ordained or qualified member of the clergy.

(2) Actively engaged in his or her denominationally approved vocation.

(3) Approved and recommended as being spiritually, morally, intellectually, and emotionally qualified to represent his or her religious body in the RA. The endorsing agency will send the statement directly to HQDA (DACH-PER), 2511 Jefferson Davis Highway, Arlington, VA 22202-3907.

e. Categories of procurement. Reserve component chaplains appointed in the grade of first lieutenant or captain, when most recently accessed to active duty, will be considered under paragraph 2-6. Reserve component chaplains appointed in the grade of major or lieutenant colonel, when most recently accessed to active duty, may apply for competitive selection according to zones announced by the CCH.

f. Medical and security requirements. Applicants will complete and submit an Application for Appointment, DA Form 61. They must meet the medical and security requirements in chapter 1. A physical examination will be performed only after an applicant has been notified of his or her tentative selection.

g. Zone announcements. Officers who meet the eligibility requirements should apply when zones of consideration for RA boards are announced by the Chief of Chaplains.

h. Type of service agreement. The applicant will enter the type of service agreement and its expiration date in the remarks section of DA Form 61, item 41.

i. Submission. Officers will send their applications to their MACOM commanders, who will state in the forwarding endorsement their recommendation and reasons for approval or disapproval.

j. RA appointment. Chaplains who have previously applied for RA appointment, but were not selected, may reapply. However, before reapplying, they should contact HQDA (DACH-PER), 2511 Jefferson Davis Highway, Arlington, VA 22202-3907.

k. Eligibility requirement. MACOM commanders will review each application to ensure that the applicant meets the eligibility requirements. Applications received from ineligible officers will be returned to them stating the reasons for their ineligibility.

l. Informal evaluation. The MACOM command chaplain will prepare an informal evaluation of each applicant and send it to HQDA (DACH-PER), 2511 Jefferson Davis Highway, Arlington, VA 22202-3907. This report will include recommendations about the applicant's—

(1) Degree of demonstrated aptitude for military service.

(2) Personal attributes needed to be a successful RA chaplain.

m. Reserve component officers. Reserve component officers serving on active duty in the rank of colonel or lieutenant colonel will be considered for RA appointment based on their mandatory release from active duty date. Selection boards will be convened each year to consider officers who will be subject to mandatory release in the next fiscal year.

n. RA board. The CCH, RA Integration Selection Board will announce the zones, exact date, and other pertinent information for each board. A Career Status Selection Board (CSSB) will review all applications and recommend to the CCH those selected for appointment in the RA. The CCH will determine a chaplain's selection or nonselection for RA and will promptly notify each officer accordingly.

o. Processing appointments. The CCH will forward the recommended list of the board to Department of the Army, PERSCOM, 200 Stovall St., Alexandria, VA 22332-0413 to have the list nominated by the President, confirmed by the Senate, and then have the RA orders published.

2-10. Appointment in the Judge Advocate General's Corps

a. This section prescribes the special eligibility requirements and procedures for selecting and appointing commissioned officers in the JAGC, RA. Officers must also meet the eligibility requirements of chapter 1. Interested officers should first contact HQDA (DAJA-PT), 2200 Army Pentagon, Washington, DC 20310-2200.

b. Personnel will be procured from the following officer categories on the ADL:

- (1) RA officers who successfully completed the Funded Legal Education Program (FLEP) (See AR 27-1.)
- (2) JAGC Reserve component officers.
- (3) RA officers in the basic branches detailed to the JAGC.
- (4) Regular component officers in another service who receive an interservice transfer to the Army, JAGC.

c. In addition to the general eligibility requirement in chapter 1, applicants must—

- (1) Meet the eligibility requirements of AR 27-1.
- (2) Have completed two years of ACS in the performance of judge advocate duties by the convening date of the JAGC CSSB, except for—

(a) RA officers detailed to the JAGC who complete the FLEP, who will be considered for RA appointment after one year of ACS in the performance of judge advocate duties.

(b) Regular component officers in other services who are approved for an interservice transfer to the Army, JAGC, will be appointed in the RA, JAGC without an observation period. Their demonstrated ability and potential for RA appointment in the JAGC will be considered when reviewing their application for interservice transfer.

d. Competitive selection:

(1) TJAG will announce the exact date of each JAGC, CSSB for RA and other pertinent guidance. The JAGC, CSSB will review all applications for career status. Also, the CSSB will review the files of eligible basic branch RA officers and recommend qualified RA officers to TJAG for appointment in the RA, JAGC.

(2) TJAG will determine an officer's selection or nonselection for RA, JAGC and will promptly notify each officer accordingly.

(3) TJAG may terminate the detail to the JAGC of a nonselected officer who was considered under paragraph 2-10c(2)(a) for RA appointment in the JAGC.

e. TJAG will forward the recommended list of the board to DA, PERSCOM to be nominated by the President, confirmed by the Senate, and then to have the RA orders published.

2-11. Appointment in the Corps of the Army Medical Department

a. This section prescribes the special eligibility requirements and procedures for selecting and appointing commissioned officers in the various branches of the AMEDD in the RA. Officers must also meet the eligibility requirements of chapter 1.

b. The primary source of AMEDD RA officers is Reserve component AMEDD officers serving on the ADL who have demonstrated their qualification during military service. This source of applicants will be used to the fullest extent. Any officer who meets the basic eligibility requirements and demonstrates an interest should be encouraged to apply for RA appointment. Reserve officers should be furnished all necessary information and assistance to prepare and submit an application.

c. Regular component officers in another service who receive an interservice transfer to the Army will be appointed in the RA in the appropriate AMEDD Branch.

d. Competitive selection.

(1) Applications will be prepared and submitted as indicated in table 2-2 and MILPER message announcing AMEDD RA Selection Board.

(2) Officers will be notified of selection or nonselection.

(3) A nonselected applicant for RA appointment may reapply, if eligible.

e. Noncompetitive selection. The following officers may be tendered RA appointment in the appropriate AMEDD corps without being considered by an RASB:

(1) OTRA commissioned officers assigned to the AMEDD and serving on the ADL who are selected for ADL promotion to the grade of major (except as stated in paragraph 2-11e(2)) will be tendered RA appointments. These officers must be fully qualified for RA appointments.

(2) OTRA commissioned officers assigned to the AMEDD and serving on the ADL who entered their current tours of duty in the rank of captain or above will be tendered RA appointment upon selection for their second ADL promotion (that is, placed on the ADL as a captain; second ADL promotion is to lieutenant colonel). These officers must be fully qualified for RA appointment.

f. Acceptance of RA appointment. Officers offered RA appointment under the provisions of paragraph 2-11e(1) and (2) above are required to accept or decline the offer within 30 days of the effective date of the promotion.

g. Except for officers discussed in paragraph 2-11h, grade upon appointment in the RA will be as indicated on the order, and the date of rank will be determined in accordance with AR 600-8-29.

h. Officers appointed in the RA as a result of graduation from the USUHS will have their grades and dates of rank determined in accordance with AR 135–101.

Section III

Selection and Appointment

2–12. Selection and appointment for special branches personnel

a. Applications will be submitted as outlined in table 2–2. PERSCOM or one of the special branches, as appropriate, will—

(1) Review applications to ensure statutory, regulatory, and administrative eligibility.

(2) Request missing documents, information, or the correction of erroneous information, be furnished to complete the application.

b. Applications for RA appointment as AMEDD commissioned officers are sent by PERSCOM to the RASB for consideration. An RASB is normally held annually.

c. The Chief of Chaplains will conduct RASBs and the TJAG will conduct CSSBs to consider the applications for RA appointment of commissioned officers periodically, as necessary.

d. The names of applicants recommended for RA appointment will be forwarded by DA PERSCOM to—

(1) The Secretary of the Army for consideration of approval.

(2) The President for nomination.

(3) The U.S. Senate for confirmation.

e. Messages and letters of instruction will be published annually or as appropriate to announce—

(1) The convening date of the RASBs.

(2) The cutoff dates for the receipt of applications in PERSCOM to be considered by an RASB.

(3) Other special requirements as necessary.

2–13. Selection notification

a. Announcement of selection proceedings and notification to tentative selectees will be made by PERSCOM through command channels, except for JAGC officers, who will be notified through technical channels.

b. A receipt of notification of an applicant's tentative selection is not an authorization to consummate an appointment in the RA. The official appointment order issued by PERSCOM is the only authority for an officer's appointment.

2–14. Appointment notification

a. When prospective appointees have received presidential nomination and Senate confirmation, their names will be announced in DA appointment orders. PERSCOM will send copies of the appointment order to the MACOMs.

b. On receipt of the appointment orders, MACOM commanders will tender appointments of all selectees within their commands whose appointments are not subject to contingencies. A selectee whose appointment is subject to contingencies will be appointed in the RA immediately after the contingencies are resolved. An appointee will not take an oath of office before being medically qualified.

c. The following documents will be sent promptly to each selectee by the local MPD/PSB or appropriate headquarters:

(1) A copy of the DA appointment order.

(2) DA Form 71 for RA appointment.

(3) DA Form 71 for USAR appointment, if applicable.

(4) Initial duty assignment orders, if applicable.

d. On receipt of an oath of office (DA Form 71), the MPD/PSB will—

(1) Record the date of acceptance on the pertinent documents.

(2) Mail copies of DA Form 71 to PERSCOM (TAPC–OPD–C), 200 Stovall St., Alexandria, VA 22332–0413.

(3) Issue DD Form 1A (Commission Certificate) to appointee.

2–15. Steps for consummation of appointment

a. Steps for consummation of appointment are contained in table 2–1.

Table 2-1
Steps for Consummation of Appointment

STEP	Level	Required Action
1	BN	Ensure all eligibility requirements have been met before appointment is consummated.
2	BN	Tender appointment to selectees who are not subject to contingencies.
3	BN	Send copy of DA appointment order and DA Form 71 to each selectee.
4	BN	Send original DA Form 71 to Commander, PERSCOM (TAPC-OPD-C), 200 Stovall St., Alexandria, VA 22332-0413. Enter the order number and date of order across the top of DA Form 71.
5	BN	Issue DD Form 1A.
6	BN	Send letter of declination to Commander, PERSCOM (TAPC-OPD-C), 200 Stovall St., Alexandria, VA 22332-0413.
7	BN	If appointee is reassigned while appointment action is pending, keep gaining/losing command informed of appointment status.

b. Steps for processing application for RA appointment in special branches are contained in table 2-2.

Table 2-2
Steps for Processing Application for RA Appointment in Special Branches

STEP	Level	Required Action
1	Soldier	Prepare DA Form 4187 (Personnel Action) and request appointment with unit commander.
2	Unit	Make appointment for soldier with unit commander.
3	Unit	Counsel prospective applicant.
4	Unit	Inform those who do not meet eligibility for RA appointment. Give pertinent reasons.
5	Unit	Notify PAC that individual meets eligibility requirements.
6	PAC	Upon notification, make an appointment with Personnel Actions for assistance in preparing DA Form 61 and related papers.
7	PAC	Verify eligibility and assist applicant in preparing DA Form 61 and required statements.
8	PAC	Have applicant sign application and return to unit commander.
9	Unit	Review application and attachments. Include in forwarding endorsement comments concerning the applicant's character, qualities, and performance of duty.
10	MPD	Review application for administrative accuracy and completeness.
11	MPD	Ensure attachments include SECRET security clearance statement.
12	MPD	Include forwarding endorsement with reason for approval or disapproval.
13	MPF	Determine requirement for OER. If appropriate, submit through regular channels; do not attach to application.
14	MPD	Submit application with attachments through Chain of command to Commander, PERSCOM (TAPC-OPD-C), 200 Stovall St., Alexandria, VA 22332-0413.

Chapter 3

Posthumous Appointments

3-1. General

This chapter prescribes special requirements and procedures for issuing posthumous appointments in the RA to commissioned and warrant officers.

3-2. Authority to issue appointments

Title 10, United States Code, section 1521 for commissioned officers; section 1522 for warrant officers. Appointments are issued by PERSCOM.

3-3. Posthumous appointments

a. The SA may posthumously appoint an officer, to include a warrant officer, in the Regular Army. The officer must have been officially recommended for the appointment but was unable to accept the appointment because of death in the line of duty.

b. The SA is the approving authority for posthumous appointments. Commanders will furnish the following information through channels to Commander, PERSCOM (TAPC–OPD–C), 200 Stovall St., Alexandria, VA 22332–0413, to the SA:

- (1) Date and cause of death.
- (2) A statement that death was or was not in the line of duty.
- (3) The date of official recommendation and selection for appointment.

3–4. Effective date

The effective date of appointment for commissioned and warrant officers will be the date the SA approves the posthumous appointment.

3–5. Pay or allowance

Commissioned and warrant officers may be appointed in the RA posthumously; however, no person is entitled to any bonus, gratuity, pay, or allowance because of such appointment. (See 10 USC 1523.)

Appendix A References

Section I Required Publications

AR 27-1

Legal Services, Judge Advocate Legal Services (cited in para 2-10*b*(1))

AR 40-501

Standards of Medical Fitness (cited in para 1-6*b*).

AR 135-100

Appointment of Commissioned and Warrant Officers of the Army (cited in paras 1-6*f*(2), 2-5*b*, 2-9*c* and 2-11*d*(1)).

AR 145-1

Senior Reserve Officers Training Corps Program: Organization, Administration and Training (cited in para 1-5*d*).

AR 165-1

Chaplain Activities in the United States Army (cited in paras 1-5*g*2 and 2-9 *c*).

AR 350-100

Officer Active Duty Service Obligations (cited in para 2-4*b*).

AR 600-8-2

Suspension of Favorable Personnel Actions (cited in para 1-6*i*).

AR 600-8-29

Officer Promotions (cited in para 2-8*c* and 2-11*h*).

AR 600-9

The Army Weight Control Program (cited in para 1-6*b*).

AR 635-40

Physical Evaluation for Retention, Retirement, or Separation (cited in para 16*b*(2)).

Section II Related Publications

A related publication is a source of additional information. The user does not have to read it to understand this regulation.

AR 135-101

Appointment of Reserve Commissioned Officers for Assignment to Army Medical Department Branches

AR 340-21

The Army Privacy Program

AR 600-8-24

Officer Transfers and Discharges

AR 600-8-104

Military Personnel Information Management/Records

AR 600-8-105

Military Orders

AR 601-130

Officer Procurement Programs of the Army Medical Department

AR 604-10

Military Personnel Security Program

AR 611-5

Army Personnel Selection and Classification Testing

AR 614-30

Overseas Service

AR 614-200

Enlisted Assignments and Utilization Management

AR 640-30

Photographs for Military Personnel Files

AR 670-1

Wear and appearance of Army Uniforms and Insignia

DA PAM 165-17

Chaplain Personnel Management

10 USC 532

Provides the qualifications for an original appointment as a commissioned officer in the Regular Army. It also provides that after September 30, 1996, no person may receive an original appointment as a commissioned officer in the Regular Army until completion of one year on active duty as a commissioned officer. (<http://uscode.house.gov/usc.htm>)

10 USC 630

Provides for discharge of regular commissioned officers with less than five years of ACS or who are found not qualified for promotion to first lieutenant. (<http://uscode.house.gov/usc.htm>)

10 USC 651

Provides that each person of the armed forces must serve an initial period of not less than six years (unless discharged for personal hardship) or more than eight years. (<http://uscode.house.gov/usc.htm>)

10 USC 1165

Provides for the termination of the regular appointment of any permanent warrant officers within three years of acceptance of their appointments. (<http://uscode.house.gov/usc.htm>)

10 USC 1523

Provides that no person is entitled to any bonus, gratuity, pay, or allowance as the result of a posthumous commission or warrant. (<http://uscode.house.gov/usc.htm>)

10 USC 4342

Provides the authorized strengths of the Corps of Cadets of the United States Military Academy. (<http://uscode.house.gov/usc.htm>)

21 USC 812

Provides the schedules of controlled substances. (<http://uscode.house.gov/usc.htm>)

Section III**Prescribed Forms**

This section contains no entries.

Section IV**Referenced Forms****DA Form 11-2-R**

Management Control Evaluation Certification Statement

DA Form 61

Application for Appointment

DA Form 71

Oath of Office-Military Personnel

DA Form 873

Certificate of Clearance and/or Security Determination

DA Form 4187

Personnel Action

DD Form 1A

Officers Commission

DD Form 2088

Certificate of Ecclesiastical Endorsement

Appendix B

Management Control Evaluation Checklist

B-1. Function

The functions covered by this checklist are the procurement of officers in the Regular Army. (See AR 601-100.)

B-2. Purpose

The purpose of this checklist is to assist the MACOM and installation managers in evaluating their key management controls. It is not intended to cover all controls.

B-3. Instructions

Answers must be based on the actual testing of key management controls such as document analysis, direct observation, interviewing, sampling, and simulation. Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation. These management controls must be evaluated once a year. Certification that this evaluation has been conducted must be accomplished on DA Form 11-2-R (Management Control Evaluation Certification Statement).

B-4. Test Questions

- a.* Has a managerial review been conducted to ensure applicants meet the eligibility criteria prior to applications being forwarded to PERSCOM?
- b.* Is a follow-up or suspense procedure in place to ensure that missing documentation is obtained in sufficient enough time to allow the application to arrive at PERSCOM by the application cutoff date for the board?
- c.* Is a random sample audit of 50 percent of finalized applications conducted for completeness and regulatory compliance with no more than 10 percent returned for correction?
- d.* Are there established procedures for notifying officers who have been selected for a Regular Army appointment once the selection list and/or Regular Army orders are received at the installation?
- e.* Is a follow-up or suspense procedure established to ensure all selectees execute DA Form 71 or decline their appointment in writing within the required time limit?

B-5. Comments

Help make this a better tool for evaluation management controls. Submit comments to Commander, PERSCOM (TAPC-OPD-C), 200 Stovall St., Alexandria, VA 22332-0413.

Glossary

Section I Abbreviations

ACS

Active Commissioned Service

ADL

active duty list

ADSO

active duty service obligation

ACS

active commissioned service

AMEDD

Army Medical Department

AN

Army Nurse Corps

ARNGUS

Army National Guard of the United States

CG

Commanding General

CCH

Chief of Chaplains

CH

The Chaplains

CSSB

Career Status Selection Board

CW3

chief warrant officer three, W-3

DA

Department of the Army

DC

Dental Corps

DCS, G-1

Deputy Chief of Staff for Personnel

FLEP

Funded Legal Education Program

HQDA

Headquarters, Department of the Army

JAGC

Judge Advocate General Corps

MACOM

major Army command

MC

Medical Corps

MPD

Military Personnel Division

MS

Medical Service Corps

OER

Officer Evaluation Report

OTRA

other than Regular Army

OTSG

Office of The Surgeon General

PERSCOM

U.S. Total Army Personnel Command

PSB

Personnel Service Battalion

RA

Regular Army

RASB

Regular Army Selection Board

REFRAD

released from active duty

ROTC

Reserve Officers' Training Corps

SP

Army Medical Specialist Corps

TJAG

The Judge Advocate General

TSG

The Surgeon General

USAR

U.S. Army Reserve

USC

United States Code

USUHS

Uniformed Services University of the Health Sciences

VC

Veterinary Corps

Section II

Terms

Active duty

Full-time duty in the active military service of the United States, other than active duty for training.

Active duty for training

Full-time duty in the active military service of the United States for training purposes.

Active duty list

An order-of-seniority list (required by 10 USC 620) of commissioned and warrant officers on active duty in the U.S. Army.

Appointee

A selectee who has been nominated by the President and confirmed by the Senate, or is subject to confirmation on termination of a Congressional recess for RA appointment as a commissioned officer.

Contingency

An unfulfilled eligibility requirement that must be resolved before the appointment can be consummated.

Effective date of appointment

The date on which an RA appointee accepts the appointment by taking the oath of office and signing DA Form 71.

Medical doctor or physician

A doctor of medicine or osteopathy

Original appointment

An individual's most recent appointment in a regular component that is neither a promotion nor a demotion. (See 10 USC 101(b)(10).)

Procurement program number

A code number that identifies the source or program by which an individual was appointed.

Reserve Components

Includes officers who are members of the Army National Guard of the United States or the U.S. Army Reserve.

Scholarship cadets

An ROTC student who applied, and was selected, for the Army ROTC Financial Assistance Program.

Section III

Special Abbreviations and Terms

This section contains no entries.

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